

**WESTWOOD FREE PUBLIC LIBRARY
MINUTES
BOARD OF TRUSTEES MEETING**

MEETING DATE: Tuesday, October 26, 2010

CALLED TO ORDER: AT 7:30 PM

PRESENT: Martha Urbiel(MU), Cheryl Chang(CC), Jonathan Hill (JH), Noeline Grefath(NG) , Maria DeLoughry (MD), Ingrid Quinn (IQ), Barbara Stewart (BJS), Kelly Madden (KM), Diana Bedoya (DB)

Barbara Stewart read the Open Public Meeting Law.

PUBLIC FORUM: No members of the public were present.

MINUTES: September 2010 Motion to accept _NG 2nd - DB motion carried.

CORRESPONDENCE: - none

TREASURER'S REPORT: Read by NG. Approved by a motion from DB and second by NG. NG asked who is Victor Laurcello – new janitor BJS asked who is Lerch, Vinci and Higgins - auditor

Bills List: motion to pay by CC second by MD motion approved.

COMMITTEE REPORT: none

PRESIDENT'S REPORT: - none

DIRECTOR'S REPORT:

- Given by Martha Urbiel. See Report

OLD BUSINESS: - Strategic Plan update. MU, Jaimie Baker and MD met to discuss – are contacting other libraries to get information on what worked and what did not. Next look at best way to run focus groups and is it worth running focus groups Jan/Feb timeline to interview staff. March recruit other committee members. Hasbrook Heights Director sending a survey to all libraries on Strategic Planning – MU will find out from that director how the response was. Also MU thought strategic planning committee could send letter with Friends Campaign letter asking for comments on what is working at the library and what they would like to see improved.

Roberta Roesch – still looking at ways to honor her memory MU will ask Building and Grounds committee to come up with a policy regarding this type of situation.

Energy Work – Grant went through and library will have the changes made

NEW BUSINESS: - Treasurer should be bonded – MU will look into how to do this
MU would like to add Sundays year round to schedule – working on adding this into
budget. MU giving two of the holidays to the staff as floating holidays this year because
of the way Christmas and New Year's falls. Motion to accept CC second – MD. Motion
carried.

Motion to Adjourn at 8:20 by NG second by JH. Motion carried.

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MEETING ADJOURNED: Motion to adjourn at 8:15 by CC second by JB. Motion
carried.